



### *From the Director's Desk*

Dear Friend of Small Business:

The U.S. Small Business Administration, the State of Maine and indeed, all of New England lost a friend and a tireless advocate for entrepreneurs when Jeffrey H. Butland, SBA Regional Administrator for New England passed away on August 1st. Jeff made the most of everyday. His contributions to Maine will be felt for many years by thousands of people who have businesses and jobs because of his dedication and service.

U.S. Senator Olympia Snowe (R-Maine) said, "In Jeff's role as New England Regional Administrator of the U.S. Small Business Administration he often boasted that he had the best job in the world, because he was doing what he truly loved, helping people in Maine and New England reach their lifelong dream of owning a successful small business. Jeff will be sorely missed by the entire state of Maine."

Governor John Baldacci said, "He was devoted to improving the state's economy and welfare of all the people of Maine." In Jeff's memory the Governor ordered all flags flown at half-mast on Friday August 6<sup>th</sup>, the day of his funeral service.

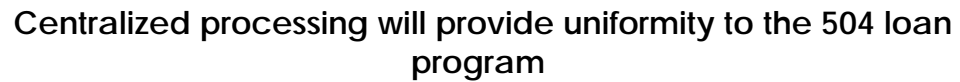
Jeff Butland was an aspiring leader, a great boss and a dear friend. Our thoughts and prayers are with his wife Nancy and their four children, Jennafer, Meghan, Hannah and Jeffrey.

Sincerely,

Mary E. McAleney  
District Director

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John Massaua, director of the Maine Small Business Development Centers (MaineSBDC), received the Thomas A. McGillicuddy Award for Excellence. Given annually by the Maine office of the U.S. Small Business Administration, the award recognizes an individual or organization with "unflinching commitment" to Maine's small business and entrepreneurs. It is named for Thomas A. McGillicuddy, District Director of the SBA Maine District Office from 1974 – 1987. Presenting the award is Jeffrey Butland, SBA Regional Administrator and Senator Olympia J. Snowe. Butland said "John's energy and creativity make Maine a better place to live and work and to be an entrepreneur".

## SBA ANNOUNCES TEEN WEB GUIDE



*If you can dream it, you can do it!* Young Americans believe that independent business ownership is a vital key to their present and future economic growth. SBA has a website designed to introduce teenagers to the concept of small business ownership. The website will help a young person shape their dreams of entrepreneurship. Young entrepreneurs can use the web site to:

[www.sba.gov/teens](http://www.sba.gov/teens)

- Obtain ideas and inspiration
- Develop your business
- Learn about money
- Find a mentor
- Research legal issues
- Find other youth groups
- Read success stories

Young minds of today will be the force for business growth and job creation in the future. The spirit of enterprise is the most powerful economic force in the nation. The U.S. Small Business Administration wants to be your partner for success!

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### **SBA WOMEN'S BUSINESS CENTER at Coastal Enterprises, Inc. (CEI)**

CEI manages the SBA's Women's Business Center (WBC) for the State of Maine. The WBC provides workshops, counseling, networking opportunities, telecommunication workshops, and financial assistance to new and existing women-owned businesses in Maine. Workshops are offered in partnership with the Maine Center for Women, Work & Community.

#### **Upcoming Workshops**

September 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> - Business Basics - Orono  
September 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> - Business Basics - Bath  
October 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> - Business Basics - Lewiston  
October 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> - Business Basics - Augusta  
November 1<sup>st</sup> and 8<sup>th</sup> - Business Basics - Portland  
November 2<sup>nd</sup>, 9<sup>th</sup> and 16<sup>th</sup> - Business Basics - Bangor

This is a 9-hour series for business beginners. Participants will have the opportunity to define their businesses and start developing a good business plan. To register or for more information:

Contact Maine Centers for Women, Work, Community at 1-800-442-2092

[www.womenworkandcommunity.org](http://www.womenworkandcommunity.org)



## SBA LAUNCHES NEW WEB SITE TO CONNECT BUSINESSES WITH OTHER FEDERAL AGENCIES

The SBA has launched a Web site that will serve as the business gateway for U.S. businesses to connect with federal agencies. Business.gov is a powerful web site that will provide one-stop, online federal government information and services that businesses need in one easy-to-find location.

Business.gov is slated to add more resources this fall including special “wizards” to help businesses answer questions and fill out forms.

[www.business.gov](http://www.business.gov)



### SBA Will Recognize Lenders Who Make a Significant Number of Loans to Veterans



SBA has a long-standing commitment to provide assistance to **veterans** seeking to start or develop small businesses. In support of that goal, the Maine District Office will again recognize the lenders who make the greatest number of loans to **veterans** this fiscal year ending September 30th. To ensure that your bank receives credit for loans to **veterans**, please be sure that the appropriate blocks on SBA Form 4, page 2, are completed. Please review your SBA portfolio to ensure that your efforts to help America’s veterans is recognized.

## Small Business Person of the Year Awards Dinner

Senator Olympia Snowe was the guest of honor at an afternoon "Sweet Success Reception" on May 25<sup>th</sup> at Spectacular Event Center, prior to the evening recognition ceremony. The event, hosted by Eastern Maine Development Center and the Maine Small Business Advisory Council was an opportunity for all winners to meet the Senator and each other.

It was special to the Maine SBA staff as it provided an opportunity for a picture with the Senator.

**Quote from Senator Snowe** – "I deeply appreciate all efforts of the SBA's Maine District Office on behalf of Maine's small businesses, and remain committed to working with these professional men and women of SBA who assist in strengthening this critical sector of nation's economy." said U.S. Senator Olympia J. Snowe, Chair, Senate Committee on Small Business Entrepreneurship



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Pictured in front row from left to right: Mary McAleney, Helen Brimigion, and Rose Oleksiak. Back row from left to right: Mark O'Brien, Jeff Butland, Bonnie Erickson, Pat Knowles, Senator Snowe, Herb Thomas, John Gardner, Sean Crean, Marilyn Geroux, Sandy Fontaine, and John Rohde.

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On May 25<sup>th</sup> over 250 friends, family members and small business resource partners gathered at Spectacular Event Center in Bangor to salute and honor SBA's Small Business Person of the Year, Mark Awalt, Vice President of JSI Store Fixtures, Inc. in Milo. JSI Store Fixtures manufactures quality-merchandising displays for some of the nations leading grocery store chains. Senator Olympia Snowe and Congressman Michael Michaud were on hand to congratulate the Awalt family and other award winners and advocates. The Maine SBA extends a 'thank you' to those who submitted nominations and joined the festivities.



Pictured left to right: SBA Regional Administrator Jeffrey Butland, Mark Awalt, JSI Fixtures/SBPY 2004, and Senator Olympia Snowe.

"We are still very excited about being named Small Business Person of the Year by the SBA for 2004. Recently we notified all our customers and included a copy of the statewide newspaper supplement. We received several congratulatory letters from our customers and they were pleased to learn of our success." **Mark Awalt, JSI Store Fixtures**

## USE EXPORT *EXPRESS* FOR HIGHER GUARANTY

Export business is often seen by lenders as more risky than loans to businesses whose customers are only in the USA. The SBA Export *Express* program is designed to help lenders meet the export financing needs of small businesses and cover some of that additional risk.

SBA Export *Express*, subprogram of *SBAExpress*, carries a maximum guaranty of 85% while the *SBAExpress* guaranty is 50%.

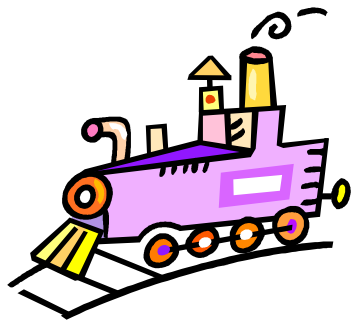
It is subject to the same loan processing, servicing, and liquidation requirements, maturity terms, interest rates, and applicable fees as the *SBAExpress* program. Some exceptions are described in the *SBAExpress* Program Guide.

To qualify for Export *Express* and the higher guaranty the business must (1) demonstrate that the loan proceeds will enable them to enter a new export market or expand an existing export market, (2) have been in business operation, though not necessarily in exporting, for at least 12 months and (3) must not be exporting to a country found on the EM-IM Bank Country Limitation Schedule. Proceeds may be used to:

- Finance standby letters of credit used for either bid or performance bonds;
- Finance export development activities such as export marketing and promotional activities, participation in foreign trade shows, translation of product literature for foreign markets, and other activities designed to initiate or expand the applicant's export of its products/services from the U.S.;
- Provide transaction-specific financing for overseas orders;
- Provide revolving lines of credit for export purposes, the term of which must not exceed 7 years.
- Provide term loans and other financing to enable small business concerns, including small business export trading companies and small business export management companies, to develop foreign markets; and
- Acquire, construct, renovate, modernize, improve or expand production facilities or equipment to be used in the U.S. in the production of goods or services to be exported from the U.S.

Proceeds may not be used to finance overseas operations, except for the marketing and/or distribution of products/services exported from the U.S. Existing SBA guaranteed loans may not be refinanced under SBA Export *Express*.

Under the Export *Express* program, the aggregate balance of all *Express* loans to a borrower and its affiliates may not exceed \$250,000.



## **THE E-TRAN IS LEAVING THE TRACKS**

**E-Tran is an SBA loan guaranty solution that leverages best-practice Internet technology. E-Tran will reduce the turnaround time on loan guaranty requests and provide the agency with high quality, timely data.**

## **WHO IS ELIGIBLE FOR E-TRAN?**

**All Express lenders are eligible to participate in E-Tran.**

## **WORDS TO THE WISE**

**E-Tran is the future of SBA lending. Features include; instant loan number, faster turn around time, automated report features, automatic calculation of fees and access to technical support.**

## **TESTIMONIAL**

**BankNorth, one of the more active SBA *Express* lenders, reports that E-Tran has helped them to increase their SBA loan volume without increasing their labor costs. “Without E-Tran (using the old paper-based process) we would have had to increase our labor costs by adding another loan processor to produce our current SBA loan volume,” said Anne Cerami, Vice President and SBA Manager, of BankNorth.**

## **HOW TO GET STARTED**

**Lenders should contact Helen Brimigion at 622-8394 or [helen.brimigion@sba.gov](mailto:helen.brimigion@sba.gov) for more information.**

**Welcome Aboard to the New Express Lenders Approved FY 2004**

**Franklin Savings Bank  
Camden National Bank  
Bar Harbor Banking & Trust Company  
Katahdin Trust Company  
Kennebunk Savings Bank**

## **SAVE THE DATE**

### **QUARTERLY LENDERS ROUNDTABLE**

Topic: Learn How to Use the 504 Loan Program to Help Your Customers.

All lenders involved in fixed asset financing will benefit from this program

**SEPTEMBER**



**10:00AM** Lewiston Career Center, 5 Mollison Way  
Lewiston, ME

**1:30PM** Maine Small Business Development Center  
68 High Street, Room 218, Portland, ME

**SEPTEMBER**



**9:30AM** Eastern Maine Development Corporation  
1 Cumberland Place, Bangor, ME

**MORE INFORMATION TO FOLLOW**  
Any questions contact Jan Glidden at 622-8551

#### **Did you know ...**

... that Maurice Dube is the District Director of the St. Louis, Missouri SBA office. Moe sends his best regards to all.

... that Mark Hayward, District Director of the Rhode Island SBA office has been appointed Acting Regional Administrator for New England.

*The U.S. Small Business Administration, established in 1953, provides financial, technical and management assistance to help Americans start, run, and grow their businesses. With a portfolio of business loans, loan guarantees and disaster loans worth more than \$45 billion, the SBA is the nation's largest single financial backer of small businesses. Last year, the SBA offered management and technical assistance to more than one million small business owners. The SBA also plays a major role in the government's disaster relief efforts by making low-interest recovery loans to both homeowners and businesses. America's 23 million small businesses employ more than 50 percent of the private workforce, generate more than half of the nation's gross domestic product, and are the principal source of new jobs in the U.S. economy.*



**America's Small Business  
Resource**

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Augusta, ME 04330

Phone: 207-622-8274  
Fax: 207-622-8277

#### **We're on the Web!**

[www.sba.gov/me](http://www.sba.gov/me)

Please keep our mailing list  
current - address corrections  
appreciated.

**MAINE RESOURCE PARTNERS**

Dedicated to helping  
Maine's small businesses  
succeed, we are the **Maine  
SBDG...**

[www.mainesbdc.org](http://www.mainesbdc.org)

~ Counselors to America's  
Small Business ~ ~ Service  
Corps of Retired Executives

[www.scoremaine.org](http://www.scoremaine.org)

**WOMEN'S BUSINESS CENTER at CEI**

WBC - Supporting the growth of Maine's  
women-owned businesses at all levels...

[www.ceimaine.org/women](http://www.ceimaine.org/women)





Unfortunately, the computer that used the email feature to forward Notices, Newsletters, Invitations, etc. crashed unexpectedly and we lost all of our valued email addresses that were in distribution lists that we had on file.

If you would like to receive SBA mail by email, please email Marilyn Geroux at [marilyn.geroux@sba.gov](mailto:marilyn.geroux@sba.gov) with names and email addresses as she is in the process of recreating our email distribution list.

Thank you.